

**“THE PAUL MEMORIAL LIBRARY”
TRUSTEES MEETING MINUTES**

Tuesday January 16, 2007

Call to order – On January 16, 2007, at about 6:14p.m. at the library, Trustees Larry Arend (President of the Board), Karen Lynch (Treasurer) and Michael Woodworth (Secretary) were present for the regular monthly meeting. Library Director Deborah Chaze was not present but provided a written report. Linda Meyer was present for part of the meeting.

Treasurer's Report –

1. Mrs. Lynch said that the current balance of the Checking account is \$22758.32 and noted several upcoming expense payments that would affect that balance. Mr. Arend provided an updated “Library 2006 Budget & Proposed Budget 2007” to the board. A general discussion of budget items, strategies and issues followed.
2. Mrs. Lynch noted that several follow-up telephone calls to Mr. Cass Thurston, Architect, CBT Development were yet to be returned by Mr. Thurston.

Secretary's Report –

- A motion was made that the minutes of the November 28, 2006 meeting be approved. The minutes were approved without exception. It was noted that the December 26, 2006, scheduled meeting was not held and that today's meeting was held in lieu of the December meeting and that this meeting would be the only meeting in January.
- The secretary provided a draft copy of proposed changes to the Library web page on the Newfields Town Website. This draft was approved with the inclusion of several recommendations from the Trustees and staff.

Librarian's Report - A written Librarian's report was provided.

New Business: none

Old Business:

- Mr. Arend said that he would arrange for the approved repairs to be completed on the library's Grandfather clock.
- The board reviewed the estimates to repair the water leak in the basement and estimates for tree removal. A general discussion of needed repairs followed. Ms. Linda Meyer provided input on the water leak and expressed her appreciation for the fine job being done by the Library staff.

The meeting was adjourned at about 7:17 p.m.

Next Meeting: February 20, 2007

Respectfully Submitted:

Michael Woodworth
Secretary/Trustee